

University Schools Board of Governors November 14, 2007 Minutes

Board Members Present: Kristen Anderson, Tony Arguello, Eric Carlson, Julie Fraser, Bryan VanDriel, Christie Malnati, Ryan Mayeda, Chuck Olmsted, Dick Bond, Ron Eberhard, Brittni Hernandez

Staff Present: Sherry Gerner, Holly Sample, Ronni Barker, Jeanne Lipman, Julie Claeys, Tomás Gonzales, Ed Clark

Guests Present: Demetrius Rodriguez (Peer Educator)

Kristen called the meeting to order at 6:32. A quorum was present.

ADOPTION OF AGENDA

- A motion was made by Chuck (Tony) to approve the agenda. Motion passed.

APPROVAL OF MINUTES

- A motion was made by Chuck (Eric) to approve the amended minutes of the October 10, 2007 meeting. Motion passed.

STAFF REPORTS

Director's Report:

- Sherry distributed the Accreditation Packet that was submitted Nov 13 to District 6 and will go to the District 6 Board at the end of December.
- Sherry reported that Diane Houghtaling, the District 6 Special Ed Coordinator, spoke to the US staff about the difficulty in obtaining interpreters.
- Sherry distributed the minutes of the October 30, 2007 Joint Use Committee meeting. She noted the need for a BOG representative on the committee, and Tony volunteered to serve.
- Sherry informed the board about two student honors of note: Adrienne Matthews has signed a National Letter of Intent to play volleyball at Metro State, and Rachel Taylor was selected for All State Choir.

High School Principal's Report:

- Holly's report was part of the Bully Prevention report covered below.

Middle School Principal's Report:

- No report.

Business Manager Report:

- Ronni distributed the financial report dated October 31, 2007. She noted that the audit was \$1,300 over budget this year, and that line item will be adjusted in next year's budget.
- Ronni presented her response to the audit concerns. She went over each item with the board, noting where changes in procedure have been made.
- Ronni presented three different options for employee holiday gifts. A motion was made by Chuck (Dick) to approve \$40 gift cards for University staff employees and \$20 for

DHHP/SPED employees and coaching staff. All certificates will be from King Soopers. Bryan will prepare a holiday letter for the board members to sign at the December meeting.

Bully Prevention:

- Holly, Tomás and Demetrius presented information on the bully prevention project and the positive impact it had had at University. Holly noted that the program is currently funded by grant money that is expiring this year, so we will need to find money in the budget to continue the program next year.

ITEMS FOR ACTION

Personnel:

- Sherry presented a list of proposed personnel changes. They included:
 - Appointment:
 - Carol Riggs as Elementary Master Teacher effective January 2008
 - New Hires:
 - Greg Becker – Assistant High School Wrestling Coach
 - Nathan Lovato – 7th Grade Head Boy's Basketball Coach
 - Elise Lovato – 7th Grade Boy's Assistant Basketball Coach
 - Nate Gesick – 8th Grade Head Boy's Basketball Coach
 - Keith Decker – 8th Grade Assistant Boy's Basketball Coach
 - Transfer:
 - Faith Roche from Middle School Assistant Girl's Basketball Coach to High School Assistant JV Girl's Basketball Coach
 - Resignation:
 - Kenny Anderson as Varsity Head Baseball Coach
- A motion was made by Bryan (Chuck) to approve the personnel changes. Motion passed.

ITEMS FOR DISCUSSION

E-mail Policy:

- The proposed E-mail Privacy and Acceptable Use Policy was distributed by Jeanne Lipman.
- In order to give the Board time to read and study the policy, the vote on this proposal was postponed until the December meeting.
- The Board asked Jeanne if it would be possible to archive copies of BOG meetings on the website further back than the current year. Jeanne indicated that she will take care of this.
- The Board also asked if it would be possible to post graduation requirements on the website. Jeanne will also do this.

Substitute Professional Staff Employment/Qualifications Policy:

- The proposed Substitute Professional Staff Employment/Qualifications Policy was distributed and discussed. A motion was made by Chuck (Dick) to approve the policy. Motion passed.

Security Director Clothing:

- Ed Clark presented information about uniforms for the Security Director. The Board agreed to let the Security Director decide the best clothing to be worn.

Procedure Finalization:

- The Hiring Procedure document was distributed. Several changes were suggested by the Board. The procedure will be presented to the Board at the December meeting with the changes.
- The Lottery Procedures and Enrollment Procedures were distributed. Sherry pointed out that we currently have 2,166 individuals on our waiting list. A motion was made by Christie (Julie) to endorse these procedures. Motion passed.

- The Contract Procedures was not yet available and will be discussed at the December meeting.

Construction Update:

- Sherry reported that there are still a few minor items to be completed, including clocks, intercom, corner guards, etc.
- Sherry reported that the final cost of the hoist for the wrestling mats was \$21,600.
- Sherry reported that the landscaping will be completed in the spring.
- Sherry also reported that a wall was installed in the old weight room to create a safe storage area for speakers, etc. The result is that the training room can now be used appropriately.

Booster Club Treasurer's report:

- A Booster Club financial report dated November 7, 2007 was distributed.

USPTO Treasurer's report:

- A treasurer's report was not available, but a list of the fall grants was distributed.

BOARD REPORTS

Co Chairs Report:

- Kristen read a letter from Doug Wurst to the Board, expressing appreciation for the Board's continued support of our "individual" school.

ECU Report:

- The minutes of the August, September and October ECU Board meetings and the ECU Bonus plan were distributed.
- Eric distributed notes regarding the ECU lease. The board agreed that as a general rule, US will not subsidize operating expenses of the ECU, and that repairing/replacing equipment that is solely utilized by ECU will be an ECU responsibility.
- The Board expressed displeasure at the staff bonuses awarded to ECU staff.

Foundation Report:

- No report

Executive Session:

- A motion was made by Ryan (Chuck) to move into Executive Session to discuss personnel issues. Motion passed.
- A motion was made by Chuck (Ryan) to move out of Executive Session. Motion passed.

Next Meeting:

- The next regular meeting of the Board will be December 12, 2007 at 6:30pm in the library.

Adjournment:

- A motion was made by Ryan (Chuck) to adjourn. Motion passed. Meeting adjourned at 9:37pm.